

2006 EHRS Task Force MEETING MINUTES

Date: February 27, 2006

Minute Taker: John Eckmann

Task Force Members Present (check if in attendance): *No attendance recorded due to time constraint.*

ARC	David	King		
ARC	Liesel	Short	Ex Officio	
DFRC	Gregg	Bendrick	Williams	Richard
DFRC	Claire	Sleboda	Angotti	Cathy
GRC	Christine	Greenwalt	Barry	William
GSFC	Terry	Bidnick	Camomilli	Guy
HQ	Cherie	Zieschang	Gettleman	Alan
JPL	Robert	Estrada		
JSC	Martine	Myers		
JSC	Kathy	Johnson		
KSC	Debra	Stubli		
KSC	Edward	Norris	Staff	
LARC	Lauren	Hall	Shoemaker	Helen
MAF	Holly	Hebert	Eckmann	John
MSFC	Scott	Pinkston	Ramos	Frankie
SSC	Sue	Smith	Hafizi	Mae
WFF	Barry	Spinak		
WSTF	Dorian	Stevens		

Please let me know if I missed your name and I will add you to the EHRS Task Force distribution list for future communications.

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Conference Call Minutes: ViTS Conference, 1:00pm – 1:30pm EST, 27 Feb 06

Item #	Topic	Relevant Discussion Points	Decisions or Followup Actions (with due or review dates)	Responsible for Followup Action
1	Welcome	Announcement that ViTS will be short due to other ViTS activity		Project Lead
2	EHRS Update	presentation		Project Lead
2		Work Breakdown Structure introduced and discussed briefly		Project Lead
3	Project Status Report	Project Status Report e-mailed to TF and discussed briefly		Project Lead
4	Schedule & Resources	Material contingencies, people, and money	What project issues will effect time-line? Are there budgets to consider??	OCHMO, Project Lead
5	Q & A	See "Q & A" Notes		

Q & A

The following questions and answers are summarized in an attempt to capture the instructive element of the question and answer.

Q: Will a practicing Occupational Health MD be participating on the EHRS Project Team?

A: At this time, the EHRS Project Team plans to identify and assess clinical issues pertinent to the project with the current skill-set available on the Project Team.

Q: How will the EHRS contribute to records management challenge, for example archiving and record retention?

A: The EHRS will have record management capability 'built-in' and will adhere to NASA policy for records managment.

2006 EHRs Task Force MEETING MINUTES

Meeting Schedule and Minutes Assignment: (submit minutes within 3 days after meeting)

Meeting Date:	Minutes Taker:	Meeting Date:	Minutes Taker:	Meeting Date:	Minutes Taker:
02/27/2006	John Eckmann				

Occupational Health Support Staff:

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